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കേരള ഗസറ്റ്
KERALA GAZETTE
അസാധാരണം
EXTRAORDINARY

ആധികാരികമായി പ്രസിദ്ധപ്പെടുത്തുന്നത്
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No. 2144

SECRETARIAT OF THE KERALA LEGISLATURE

NOTIFICATION

No.KLS/6206/2025-KLAMPS B1 *Dated, Thiruvananthapuram, 25th July 2026.*

The revised scheme of Certificate Course in Parliamentary Studies - 2024 is hereby notified.

Shaji C. Baby
Secretary -in - charge

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Abstract

Secretariat of the Kerala Legislature - Kerala Legislative Assembly Media & Parliamentary Study Centre (Parliamentary Studies)- Certificate Course in Parliamentary Studies- Scheme 2024 revised - Orders Issued.

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SECRETARIAT OF THE KERALA LEGISLATURE

G.O (P) No.3/2025/KLS Dated, 12.08.2025, Thiruvananthapuram

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Read : 1. GO (P) No.1/2013/Leg dated 19.09.2013
2. GO (P) No.2/2015/Leg dated 10.06.2015
3. GO (P) No.1/2019/Leg dated 25.06.2019
4. GO (P) No. 1/2020/Leg dated 03.01.2020
5. GO (P) No. 1/2021/Leg dated 28.09.2021
6. GO (Rt) No. 3027/Leg dated 26.11.2024

ORDER

The Centre for Parliamentary Studies and Training (CPST) of the Kerala Legislative Assembly had initiated, a Certificate Course in Parliamentary Practice and Procedure. As per the Scheme of the Certificate Course published under government order first cited, the minimum qualification for admission to the said Course was a pass in Higher Secondary or equivalent as approved by the University of Kerala and the duration of the Course was six months and was subsequently amended under government orders second, third and fourth cited. Since its commencement in 2013, it has completed 10 batches in 2023 and about 1300 students have passed the Certificate Course.

As per GO (MS) No.424/2021/Leg dated 18.03.2021, the Centre for Parliamentary Studies and Training has been restructured and a new organisation with the name Kerala Legislative Assembly Media & Parliamentary Study Centre (Parliamentary Studies) has been established. Since then, the Certificate Course is being conducted under the auspices of the K-LAMPS (PS) wing and the scheme was revised under government order fifth cited. The Board of Studies constituted under clause 7 of the Certificate Course scheme 2021, in its meeting held on 19.08.2022 had recommended to bifurcate the course into a Certificate

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Course and an Advanced Post Graduate Diploma Course stipulating the eligibility for admission as a pass in tenth or equivalent and a degree or equivalent as approved by Universities in India respectively. The Governing Body of the Certificate course in its meeting held on 18.12.2023 considered the recommendations of the Board of Studies and approved the new structure of 'Certificate Course in Parliamentary Studies' and 'Post Graduate Diploma in Parliamentary Studies' which were further approved by the Hon'ble Speaker and came into effect under government order sixth cited. The Hon'ble Speaker has issued directions to revise this scheme, effecting necessary changes, if any, to the existing one. The revised scheme as assented to by the Hon'ble Speaker read as follows.

CERTIFICATE COURSE IN PARLIAMENTARY STUDIES SCHEME, 2024

1. Introduction

Indian parliamentary democracy has no match in the world and democratic values are a part and parcel of the life of common man in India. A democratic parliament for its part will seek to foster a vibrant civil society and to work closely with it in finding solutions to problems the country is facing and in improving the quality and relevance of legislation. Informing citizens about the work of parliament should not just be a concern but also a responsibility of parliaments themselves. Indian parliamentary democracy being one of the largest and strongest in the world strive to impart democratic values to its people through the functioning of Parliament and State Legislatures. The Open and Distance Learning System with its inherent flexibility and affordability has emerged as an important mode for providing education and awareness to various sections of the society. The CPST of Kerala Legislature Secretariat, the predecessor of K-LAMPS (PS) has been successfully conducting a Certificate Course in Parliamentary Practice and Procedure in distance education stream to propagate the idea, principle, philosophy and practice of parliamentary democracy since 2013 and has completed ten batches in 2023. The Kerala Legislative Assembly Media & Parliamentary Study Centre (Parliamentary Studies) [K-LAMPS (PS)], an integral division of the Kerala Legislature Secretariat, was the premier institution providing opportunities for systematic study and training in various disciplines related to parliamentary institutions, processes and procedures. The K-LAMPS (PS) intends to start

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a basic Certificate Course namely Certificate Course in Parliamentary Studies in the distance education stream (online mode).

2. Name and Commencement

(1) This Scheme may be called "The Scheme for the Certificate Course in Parliamentary Studies by Kerala Legislative Assembly Media & Parliamentary Study Centre".

(2) It shall come into force at once.

3. Objectives and nature of the Course

(1) The Course shall be an awareness and learning programme designed for those who have no experience with parliamentary procedure and for those who are interested in learning parliamentary practice and procedure.

(2) The Course shall be a basic level Certificate Course on Parliamentary Studies.

(3) The Course shall be run in distance education mode and shall include online contact classes.

4. Institutional Support

The Course shall be managed, regulated, conducted and controlled by the Parliamentary Studies wing of the Kerala Legislative Assembly Media and Parliamentary Study Centre (Parliamentary Studies) which was established as an integral division of the Secretariat of the Kerala Legislature.

5. Organisational Structure

The organisational structure for the Scheme shall consist of the following bodies, namely:-

(1) A Governing Body:

(2) A Board of Studies.

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6. Governing Body

(1) It shall consist of the following members namely :-

(i) The Secretary, Kerala Legislative Assembly or any person discharging the functions of the Secretary shall be the Ex-officio Chairperson;

(ii) The Executive Director of Kerala Legislative Assembly Media & Parliamentary Study Centre (Member, Ex-officio);

(iii) The senior most officer of the Secretariat of the Kerala Legislature who is in charge of Table Section (Member, Ex-officio);

(iv) The Director of Kerala Legislative Assembly Media & Parliamentary Study Centre (Member, Ex-officio);

(v) The senior most officer of the Secretariat of the Kerala Legislature who is in charge of Information Technology Section (Member, Ex-officio);

(vi) The Joint Director, K-LAMPS (Finance) (Member, Ex-officio).

(2) The Executive Director of Kerala Legislative Assembly Media & Parliamentary Study Centre shall be the Member Secretary.

(3) It shall meet at least once in each calendar year at such place and time as decided by the Chairperson.

(4) The quorum to constitute a sitting shall be three including the Chairperson.

(5) Every question considered at the meeting of the Governing Body shall be determined by a majority of members present and voting. In case of a tie, the Chairperson shall have a second or casting vote.

(6) All administrative, financial and policy matters as regards the Course shall be decided by the Governing Body.

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(7) The Members of the Board of Studies shall be nominated by the Governing Body.

7. Board of Studies

(1) The Governing Body with the concurrence of the Hon'ble Speaker of the Kerala Legislative Assembly or the person performing the duties of the Speaker from time to time shall constitute an eleven member Board of Studies which shall consist of the following members, namely:-

(i) The Executive Director of Kerala Legislative Assembly Media & Parliamentary Study Centre shall be the Ex-officio Chairperson;

(ii) The senior most officer in charge of Research Section (Member, Ex-officio);

(iii) The senior most officer in charge of Legislative Section (Member, Ex-officio);

(iv) The Director of Kerala Legislative Assembly Media & Parliamentary Study Centre (Member, Ex-officio);

(v) Two officers of Legislature Secretariat not below the rank of Deputy Secretary (Members, Ex-officio);

(vi) One teaching faculty from any of the Social Sciences discipline of a University in Kerala;

(vii) One person who shall be an expert in Parliamentary Law or Journalism;

(viii) Chief Librarian of Kerala Legislative Assembly (Member, Ex- officio);

(ix) One member who shall be a retired officer of and above the rank of Joint Secretary of the Secretariat of the Kerala Legislature;

(x) One member from any of the following categories:

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(a) Retired officer not below the rank of Deputy Secretary of Lok Sabha or Rajya Sabha Secretariat;

OR

(b) Retired officer of State or Central Government Service of and above the rank of Deputy Secretary;

OR

(c) Retired Professor in Law/History/Politics/Sociology of an affiliated college/department of a University in India.

(2) The Board of Studies shall meet at least once in each calendar year and at such place and time as decided by the Chairperson.

(3) The quorum to constitute a sitting shall be three including the Chairperson.

(4) Every question considered at the meeting of the Governing Body shall be determined by a majority of members present and voting. In case of a tie, the Chairperson shall have a second or casting vote.

(5) The term of office shall ordinarily be three years from the date of constitution unless otherwise decided by the Governing Body.

(6) It shall plan, prepare and regulate the curriculum and the conduct of the Course including examination, valuation and announcement of results. It shall also prepare and modify the syllabus, Course content and consider related matters of the Course from time to time.

(7) The recommendations of the Board of Studies shall be placed before the Governing Body for its consideration and approval.

8. Eligibility for Admission

(1) Admission will generally be open to all eligible candidates and there will be no age bar

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for admission to the Course.

(2) Minimum qualification for applying for the Course shall be a pass in SSLC or equivalent.

(3) The application shall be in such form and shall contain such details as may be prescribed by the Board of Studies.

(4) There shall be Admission fee, Course fee and Exam fee as stipulated in the prospectus of the Course, as decided by the Governing Body from time to time. Learners from SC/ST community and representatives of local self government should produce caste certificate from the competent authorities and ID card respectively for fee concession.

9. Syllabus

It shall contain two papers.

PAPER I

Parliamentary Democratic System and Constitution of India

Parliamentary Democratic System - History, Evolution, Merits and Demerits

Constitution of India - Constitutent Assembly- Characteristics, Fundamental Rights and Duties- Division of Powers- Decentralization of power - Panchayat Raj Institutions (73rd amendment) – Necessity for preserving Constitutional Values.

PAPER II

Kerala Legislative Assembly

Past and Present, Mode of functioning of the Legislature – General matters - Question Hour, Adjournment Motion, Calling Attention, Submission, Resolution - Government Business - Papers Laid on the Table, Legislation, Financial Business – Legislature and Panchayat Raj Institutions, MLA's Local Area Development Fund - Basic Facts - Speaker, Deputy Speaker, Kerala Legislative Assembly Complex etc - Significance Of Legislative Committees -

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Reaching out to people – Sabha T.V and other such topics as may be suggested by the Board of Studies from time to time.

10. Duration of the course

The Course shall ordinarily be of 6 months duration.

11. Study Materials

The soft copy of study materials for the Course shall be prepared and circulated by Kerala Legislative Assembly Media & Parliamentary Study Centre (Parliamentary Studies).

12. Classes

Online classes will be arranged.

13. Medium of Instruction

Medium of instruction shall be Malayalam.

14. Examinations

(1) Application for examination shall be made in the prescribed form.

(2) Medium of examination shall be in Malayalam.

(3) Examinations will be conducted at the end of the Course and the centre of examination shall ordinarily be at Thiruvananthapuram.

(4) A candidate will be declared to have passed the examination only if he/she obtains a minimum of 40% of marks for each and every paper.

(5) A student shall be considered to have registered in the Course only if he/she remits the Admission fee, Course fee and Examination fee and submits the application for examination on time. Only registered candidates will be eligible for three consecutive chances, in order to obtain a pass in all two papers.

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15. Certificate

Certificate shall be issued by and in the name of Kerala Legislative Assembly Media & Parliamentary Study Centre (Parliamentary Studies).

16. Administrative and Financial Matters

(1) All administrative matters regarding the Course shall be dealt with in the Kerala Legislative Assembly Media & Parliamentary Study Centre (Parliamentary Studies) 'B' section.

2) A Current Account and a Treasury Savings Bank Account jointly in the names of the Executive Director, K-LAMPS and the Joint Director, K-LAMPS (Finance) shall be operated and the limits of and reasons for withdrawals and expenditure shall be as decided by the Governing Body.

(3) All funds received including budgetary allocation, fees, donation, sponsorships and such other remittances shall form the common fund for the Course as well as the general functioning of K-LAMPS (PS).

(4) Accounts and audit as regards the conduct of the Course shall be dealt with in K-LAMPS (Accounts).

17. Faculty

The resource persons of the Certificate Course shall comprise of parliamentarians, jurists, competent officers of the Secretariat of the Kerala Legislature and such other persons who are experts in their respective fields as decided by K-LAMPS (PS).

18. Finality in Decision

The decision of the Hon'ble Speaker of the Kerala Legislative Assembly or the person discharging the functions of the Speaker shall be final on all matters covered by this

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Scheme.

Government orders read as 5 & 6 above stands cancelled from the date of effect of this order.

By Order of the Governor,

Dr. N. Krishna Kumar,
Secretary.

Copy to :

1) The Private Secretary to the Hon'ble Speaker.

2) The Private Secretary to the Hon'ble Deputy Speaker.

3) The Principal Accountant General (Audit), Kerala, Thiruvananthapuram.

4) The Accountant General (A&E), Kerala, Thiruvananthapuram.

5) P.A. to Secretary.

6) P.A. to Special Secretary.

7) Under Secretary (Services).

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